



Careers Programme and Information

Sue Card is Bensham Manor School's Careers Leader.

Sue Card can be contacted on 0208 684 0116, or email suecard@benshammanor.com

Paul Funnell is the governor with responsibility for Careers in Bensham Manor School.

A brief overview of the Careers Programme:

Year Group	Curriculum	Wider Opportunities	WEX
7	Skills for Life & PSHCE The world of work Professions When I grow up Acting out job roles Interviews	Impact Day Talking to staff members about previous jobs - asking questions, learning about job roles.	The school is fundraising to have a school cafe which can be run by different groups of students, allowing students to gain some WEX in an informal setting.
8	PSHCE - National careers website Apprenticeships Different routes Salaries Introduction to CVs	Impact Day Talking to governors and parents about jobs - asking questions, learning about job roles.	
9	PSHCE - What are my personal qualities? What qualities and skills do I need for a job? What is a CV? (recap) What is a cover letter? What jobs am I interested in? How can I apply for jobs? National careers website	Impact Day Careers interviews Talking to previous students about jobs - asking questions, learning about job roles and career paths that have been taken.	
10	Work Related Learning - Entry Level Learning about Workplaces Preparation for Work	Impact Day Preparing for WEX. STEM - visiting speakers.	One week in summer term
11	Myself within the Community Rules of the Road	Impact Day Careers Interviews Interview practise - block with SaLT Mock interviews College visits	Two weeks in summer term
Post 16	Running enterprise schemes / community cafe	Impact Day College visits	1 day per week

(WEX opportunities for this academic year 2020 - 2021 are dependent on COVID restrictions.)

Any parent, carer or employer who would like further information, please contact Sue Card.

How does the school measure and assess the impact of the careers programme on pupils?

The school's Family Support Worker - Matthew Keane keeps in touch with colleges to track pupils' progress in their college education.

Staff assess the impact of the careers programme in many different ways including:

- The knowledge gained by students can be measured by their qualifications in accredited courses
- The students level of engagement in the various Work Experiences offered by the school
- The aspirations of students, discussed on an annual basis as part of the EHCP review process
- Students displaying greater knowledge of the world of work
- Students learning about their own strengths and areas for development
- The level of questioning from students regarding the world of work

Statutory requirements and recommendations

The careers provision at Bensham Manor School is in line with the statutory guidance developed by the Department for Education, which refers to Section 42A and 45A of the Education Act 1997.

This states that all schools should provide independent careers guidance from Years 8 -13 and that this guidance should:

- be impartial
- include information on a range of pathways, including apprenticeships
- be adapted to the needs of the pupil

In addition, the school is compliant with the careers guidance that the government set out for delivery from 5 January 2018: 'Careers Guidance and Inspiration for young people in schools.' This states that all schools must give education and training providers the opportunity to talk to students about approved technical qualifications and apprenticeships. Students in Years 9 & 11 will have individual careers interviews, conducted by careers advisers from the Education Development Trust.

Providers Access Policy Statement

Introduction

This policy statement sets out the school's arrangements for managing the access of providers to pupils at the school for the purpose of giving them information about the provider's education or training offer. This complies with the school's legal obligations under Section 42B of the Education Act 1997.

Pupil entitlement

All pupils in years 8-13 are entitled:

- to find out about technical education qualifications and apprenticeships opportunities, as part of a careers programme which provides information on the full range of education and training options available at each transition point;
- to hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options events, assemblies and group discussions and taster events;
- to understand how to make applications for the full range of academic and technical courses.

Management of provider access requests

Procedure:

A provider wishing to request access should contact Kirstie Byrne, Deputy Headteacher or Sue Card - Careers Programme Lead, Telephone: 0208 684 0116; Email: kirstiebyrne@benshammanor.com or suecard@benshammanor.com

This information will be reviewed by the 1st July 2021.